



PARENT PORTAL REGISTRATION USER GUIDE

Three Easy Steps

1. Register your email address
2. Contact School to obtain your child/s access code
3. Login into Parent Portal and enter access code

1. Register Email Address

Access BWSC Umina school website: <http://www.woywoy-h.schools.nsw.edu.au/home>

Select “Parents & Sharepoint” link located at the top of webpage

Brisbane Water Secondary College - Woy Woy Campus
Respect - Commitment - Relationships

Edward St
Woy Woy
2256
Phone: 4341 1600

Home Our school Curriculum & activities Caring for students School years **Parents & Students** Careers & Transition

News Newsletters Calendar Gallery Contact us Search site...

Select “Parent Portal” web page link

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Parents & Students

- BYOD - Bring Your Own Device
- Facebook
- Parent Portal**
- Report Bullying

Parents & Students

BWSC is committed to improving our electronic communication with our whole school community. This has seen the implementation of new systems and apps such as the BWSC smart phone app, Facebook sites, Attendance/Welfare/Reporting system, School Website, Bullying Website, Youtube channel, Swimming Carnival Live Results Phone App and Student Sharepoint.



Select “Parent Portal Registration” link

News Newsletters Calendar Gallery Contact us Search sit

- Parents & Students
- BYOD - Bring Your Own Device
- Facebook
- Parent Portal**
- Report Bullying
- School Jargon
- School Smartphone App
- Student Sharepoint
- Swimming Carnival Phone App

Parent Portal

Parent Portal Registration

How to Register for the Parent Portal in Three Easy Steps

1. With a valid email address complete registration form here - [Parent Portal Registration](#)
2. Contact School to obtain your child/s secure access code - Ph (02) 4341 1600
3. Log into Parent Portal and enter access code here - [Parent Portal Login](#)

Download [Parent Portal Registration](#) User Guide (docx 1936 KB)

Parent Teacher Booking System

The Booking system is incorporated into the **Parent Portal** and therefore requires parents to re using a valid email address. Simply follow the instructions at the top of this web page to register

Parent Teacher [Booking System User Guide](#) (pdf 583 KB)

Complete Registration form - with a valid email address

The screenshot shows a registration form for Brisbane Water Secondary College WOY WOY. At the top is the school's logo and name. The form is titled "Create a Portal User Account" and contains the following fields:

- Username:** A text input field with the placeholder "Username". Below it, the text "MUST BE A VALID EMAIL ADDRESS" is displayed.
- Title:** A dropdown menu.
- Password:** A text input field with the placeholder "Password". Below it, the text "MUST BE AT LEAST 8 CHARACTERS" is displayed.
- First Name:** A text input field with the placeholder "First Name". Below it, the text "PLEASE PROVIDE YOUR FIRST NAME" is displayed.
- Password (Confirm):** A text input field with the placeholder "Password (Confirm)". Below it, the text "PLEASE CONFIRM PASSWORD" is displayed.
- Surname:** A text input field with the placeholder "Surname". Below it, the text "PLEASE PROVIDE YOUR SURNAME" is displayed.

At the bottom center of the form is a grey button with a checkmark icon and the text "Create your Account".



2. Contact the School on (02) 4341 1600

Provided you are the parent or gaurdian of the student.

After school administration staff **validate** your request, you will be issued with an Access Code

You will be required to enter this access code on the home screen after you log into the Parent Portal Login website - <http://web2.woywoy-h.schools.nsw.edu.au/portal/>

3.Login to Parent Portal - <http://web2.woywoy-h.schools.nsw.edu.au/portal/>

Select “Parent Portal Login” link

The screenshot shows a yellow navigation bar with links for News, Newsletters, Calendar, Gallery, and Contact us. Below this is a vertical menu with links for Parents and Sharepoint, Assessment Booklets, Book Lists, Facebook, and Parent Portal Registration. The main content area is titled 'Parent Portal Registration' and contains a sub-heading 'How to Register for the Parent Portal in Three Easy St' followed by a list of three steps: 1. With a valid email address complete registration form here - [Parent Portal Registration](#); 2. Contact School to obtain your child/s secure access code - Ph (02) 4341 9066; 3. Log into Parent Portal and enter access code here - [Parent Portal Login](#). A blue arrow points from the text 'Select “Parent Portal Login” link' to the 'Parent Portal Login' link in the list.

The registered email address is your Username

The screenshot shows the login page for Brisbane Water Secondary College Woy Woy. It features the school's griffin logo at the top with the motto 'STRENGTH THROUGH UNITY'. Below the logo, the text reads 'Brisbane Water Secondary College WOY WOY Student and Parent Portal'. A prompt asks the user to 'Please enter your username and password below'. There are two input fields: 'Username' and 'Password'. Below the fields is a 'Sign In' button with a lock icon. At the bottom, there is a link for 'Forgot Password?'.



Enter your secure Student/Family Access Code -> Add Key

Brisbane Water Secondary College WOY WOY Parent Portal

Jarrod Newman Logout

Dashboard

Welcome Brisbane Water Secondary College WOY WOY Parent Portal

To get started, you will need to add a new Access Key to your Portal Account. The school should have provided this key to you. If you have not received a key, please contact the school directly.

Simply type the Access Key provided to you in the field below to add your first Access Key:

Add Key

Select Student Picture

Navigate by selecting Dashboard to find Timetable, Attendance, Reports & School Records (NAPLAN)

Brisbane Water Secondary College WOY WOY Parent Portal

Dashboard ^

- Dashboard
- My Timetable
- Attendance
- Wellbeing
- Reporting
- School Records